

**BYLAWS
OF THE**

**Honorable Peter Tilton Chapter
The National Society
Colonial Dames XVII Century**

REVISED NOVEMBER 19, 1979

ARTICLE I. Name

This chapter organized Jan. 12, 1961 shall be known as the Honorable Peter Tilton Chapter.

ARTICLE II. Objects

The Objects of the Hon. Peter Tilton Chapter are to promote the objects of the National Society Colonial Dames XVII Century.

1. To aid in the preservation of the records and the historical shrines of our country.
2. To foster interest in historical colonial research.
3. To aid in the education of the youth of our country.
4. To commemorate the noble and historic deeds of our ancestors, the founders of our Great Republic.
5. To maintain zealously those high principles of virtue, courage, and patriotism which led to the independence of the Colonies and the foundation and establishment of the United States of America.
6. To aid in the establishment of a Library of Heraldry and preserve the lineage and Coats of Arms of our Armorial ancestors.
7. To develop a library specializing in the seventeenth century American colonial data.

ARTICLE III Eligibility

Eligibility for membership shall be the eligibility requirements of the National Society as stated in Article III of the National Bylaws.

Section 1. Any American woman of good moral character, eighteen years of age or over, is eligible for membership, provided she is acceptable to the Society and is the lineal descendant of an ancestor who lived and performed his service in one of the British Colonies in the Continental United States of America prior to 1701.

Section 2. Proof of any of the following services, which occurred before 1701, is required: (See National Bylaws, Article III, Section 2.)

ARTICLE IV Membership

Section 1. The name of applicants shall be presented to the chapter president and voted on by ballot at a time when the applicant is not present. Majority vote shall elect. The prospective member must be endorsed by two members in good standing to whom the applicant is personally known.

Section 2. Membership shall be by written invitation from the president. Acceptance is limited to one year unless the applicant submits an acceptable excuse requesting an extension of time.

Section 3. The transfer of a member in good standing from another chapter to the Hon. Peter Tilton Chapter shall be by invitation and approval of the chapter.

Section 4. The transfer of a member in good standing and desiring to transfer, shall request a transfer card and a copy of her lineage papers. Upon payment of the required fee of \$2.00 into the chapter treasury for copying, the lineage papers shall be forwarded to the registrar of the new chapter. The member's original papers shall be retained by the chapter registrar of the first chapter she joined.

ARTICLE V

Section 1. The elective officers of this chapter shall be a President, First Vice President, Second Vice President, Chaplain, Recording Secretary, Treasurer, and registrar.

Section 2. The term of office shall be two years and no officer may succeed herself except the Registrar and the Treasurer unless she is filling an unexpired term. No member shall hold more than one office at a time.

Section 3. The nomination of officers shall take place at a meeting in the fall of the even numbered years, to be elected at a meeting prior to the State or National Conference, and installed at the meeting following the National Conference.

ARTICLE VI Duties of officers

Section 1. The Chapter President shall have all of the duties prescribed in these chapter Bylaws, the Bylaws of the State and National Societies and the Parliamentary authority adopted by the National Society. She shall preside at all meetings of the chapter and of the Executive Board. She shall appoint all committees she may think advisable or necessary. She shall be ex-officio member of all committees except the Nominating Committee. She shall appoint the Parliamentarian.

Section 2. The First Vice President, in the absence of the President, shall perform all duties pertaining to that office, or at the request of the President shall serve in other capacities, she shall automatically become President in the case of the death or incapacity of the President and shall serve out the term so designated. She shall be responsible for the general arrangements for the regular meetings and shall be program chairman for her term.

Section 3. The Second Vice President shall assume duties of the President or Vice President if necessary and perform such duties as the President may require.

Section 4. The Chaplain shall perform the duties usual to this office and shall notify the State and National Chaplain of all deaths in the chapter, with address and National Number. She shall conduct the Memorial Service for deceased members at the annual meeting.

Section 5. The Recording Secretary shall record and be custodian of all minutes of the Executive Board and the chapter meetings. She shall keep a corrected, up-to-date copy of the Bylaws.

Section 6. The Treasurer shall receive all funds of the chapter and shall deposit same in a National Bank to the credit of the Hon. Peter Tilton Chapter N.S.C.D. XVII C. She shall draw thereon for payment of the bills authorized by the chapter, the President, and the Executive Board. She shall file all vouchers, render a report at each meeting of the Executive Board and the Chapter, and at the Annual Meeting after her books have been audited. The Treasurer's books shall be closed ten days before the date of the Annual Meeting. She shall report immediately to the State Registrar all changes in the membership including deaths, marriages, transfers, resignations, members dropped, and change of address. She shall

report said changes to the State Treasurer on or before January first. She shall notify the membership of notices of dues by the November meeting.

Section 7. The Chapter Registrar shall have custody of all lineage papers and shall examine all applications membership regarding proof, signature of applicants, Notary Public, Chapter Officials as listed on the face of the lineage papers. These papers, along with the Chapter check in the amount of the current National application fee, she shall send to the Registrar General for approval. She shall keep a current alphabetical file of members by recording deaths, marriages, resignations, transfers, members dropped for non-payment of dues, and change of address. Lineage papers of the Hon. Peter Tilton Chapter can not be copied without the permission of the owner.

Section 8. The Parliamentarian, appointed by the Chapter President, is a member of the Executive Board without vote and shall perform the duties usual to her office and be chairman of the Bylaws Committee. She shall endeavor to find the correct answer to questions referred to her by the Chapter President, Executive Board, and members.

ARTICLE VII Executive Board

Section 1. The Executive Board of the Chapter shall consist of the officers and the Parliamentarian. The Executive Board shall transact all business necessary between chapter meetings. Board meetings shall be at the call of the President.

ARTICLE VIII Dues and Fees

Section 1. Chapter dues shall be \$9.50, sufficient to include State and National dues. In the event of an increase of National or State dues, the Chapter dues shall be increased in the same amount.

Section 2. The application fee for all members in the Hon. Peter Tilton Chapter shall be the current National application fee. Supplemental fees shall be the current National Supplemental fee.

Section 3. A member who has been dropped for non-payment of dues to this chapter may be re-instated by the payment of an amount equal to the current National dues for two years, (National Bylaws, Article X, Sec. 8), plus the current chapter dues.

Section 4. The fiscal year of this chapter shall begin January first and the Treasurer shall on November first send out all notices for the dues for the coming year.

Section 5. A memorial shall be given by the chapter at the death of a member of Hon. Peter Tilton Chapter. The nearest of kin shall be given the choice of a \$25.00 memorial gift to the National Colonial Dames XVII Century Library, or a Colonial Dames Cemetery marker. The cost shall be taken from the interest received from Certificates of Deposit which were gifts to the chapter.

Section 6. Donations over and above regular dues may be ordered by two-thirds vote at a regular meeting.

ARTICLE IX Meetings

Section 1. Unless ordered by the Executive Board, the chapter shall hold five meetings each year: the third Monday of September, November, March, May, and July.

Section 2. The Annual Meeting at this chapter shall be in May.

Section 3. Five members present shall constitute a quorum at all regular meetings of the chapter.

Section 4. Special meetings of this chapter or of the Executive Board may be called by the President or at the request of three members of the Executive Board, or at the request of five members of the chapter. The latter shall be in writing.

Section 5. Delegates and alternates for State and National Conferences shall be elected at the November Meeting of this chapter.

ARTICLE X Standing Committees

Section 1. See Indiana State Bylaws, Article XIII, Sec. A and B.

ARTICLE XI Amendments

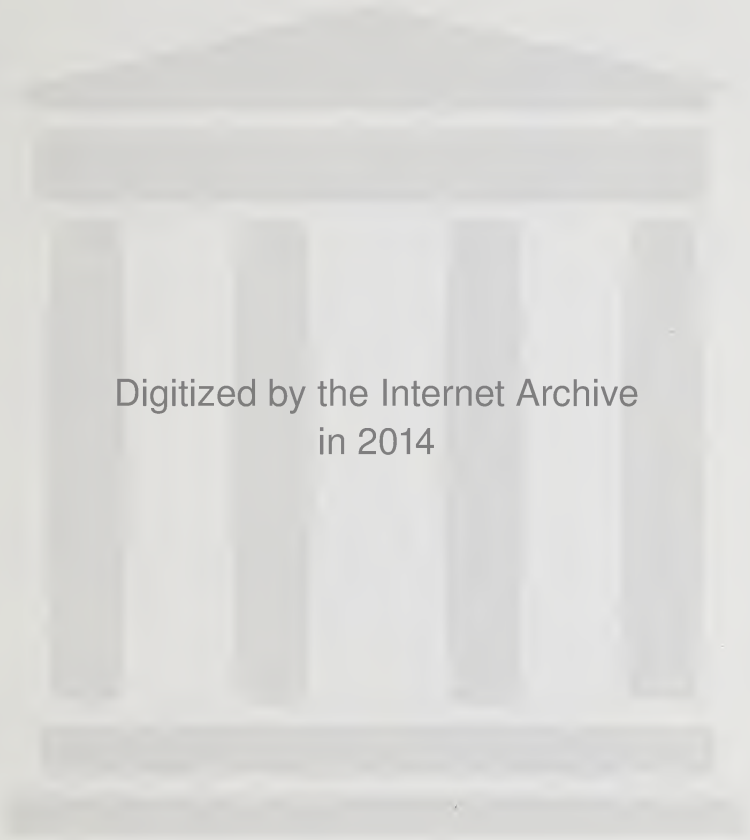
Section 1. Amendments to these Bylaws may be adopted by a two-thirds vote of the members present and voting at a regular meeting of this chapter, or at a meeting of this chapter called for this purpose, providing that notice of the proposed amendment or amendments has been given at the previous meeting or provided that such notice has

been mailed to each member of this chapter thirty days in advance of said regular or called meeting.

Section 2. Any amendments adopted by the National Society Colonial Dames XVII Century shall automatically become effective in this chapter (National Bylaws, Article XIII, Sec. 4.).

STANDING RULES

1. Chapter dues shall be paid on or before Nov. 1st.
2. Fees for membership applications shall be ~~\$25.00~~ ^{38.50} payable to the chapter. The Chapter Treasurer will forward the chapter check in the amount of ~~\$22.50~~ ^{35.00} payable to the Treasurer General N.S.C.D.XVII C. along with the papers of the applicant to the Registrar General.
3. Fees for Supplemental papers shall be ~~\$6.00~~ ^{11.00}. The Chapter Treasurer will forward the chapter check in the amount of ~~\$5.00~~ payable to the Treasurer General N.S.C.D.XVII C. along with the papers to the Registrar General.
4. The Charter of the Chapter shall be kept in the possession of the current president.
5. The President shall have at hand an up-to-date, corrected copy of the Chapter Bylaws.



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